

# Random Moment Time Study (RMTS)

## *Mandatory Annual Training for Local Health Departments/Districts*

Federal Fiscal Year 2022

(October 2021 to September 2022)

### **Training Reminder #21**

RMTS annual training is mandatory for all Local Health Dept./Districts (LHD) that wish to participate in the Medicaid Administrative Claiming (MAC). Training sessions are conducted by the Texas Health and Human Services Commission (HHSC). **Please remember, once an RMTS contact has successfully completed one training for the current fiscal year, they have met the requirement.** Training reminders will continue to be e-mailed to programs in the event additional staff want to be involved in the process.

It is crucial LHDs understand that compliance with the RMTS annual training requirement is mandatory. Failure to comply with this requirement will impact the LHD's ability to draw federal funding for MAC services provided. In addition, LHD's will not be given full access to the online time study system for FFY 2022 until the annual training requirement is met.

The below link will take you to the HHSC Provider Finance Department LHD training information webpage on which you will find details about training requirements, training registration, as well as a list of contacts should you have any questions.

<https://pfd.hhs.texas.gov/time-study/time-study-local-health-districts-lhd/time-study-lhd-training-information>

### Upcoming Training Sessions for FFY 2022:

Date	Program	Mode	Type	Start	End	QTR
5/4/2022	LHD	Webinar	Refresher	8:30 AM	11:00 AM	4th
5/18/2022	LHD	Webinar	Initial	1:00 PM	4:30 PM	4th

**\*\*\*If you are more than 15 minutes late to any training, you are automatically ineligible to receive training credit.**

### **"Initial versus Refresher"**

Training requirements can be met by one of two methods. RMTS Contacts who have never attended RMTS LHD training must attend "initial" training. Those who have attended an initial training may attend either initial or refresher training. See above website for additional details.

The training for RMTS Contacts is held separate from the training for MAC Financial Contacts. Training for the MAC Financial Contacts will be offered closer to the actual financial reporting periods. Although an overview of the MAC Financial will be provided during the RMTS training, it is mandatory for the MAC Financial Contact to attend the separate MAC Financial training in order to have access to the online financials. Information about the MAC Financial training session is available at the links provided below.

MAC -

<https://pfd.hhs.texas.gov/medicaid-administrative-claiming/mac-local-health-districts-lhd>

If you have any questions, please contact the Texas Health & Human Services Commission (HHSC) Time Study Unit at [Timestudy@hhs.texas.gov](mailto:Timestudy@hhs.texas.gov) or (737) 867-7794.